



# 2012

## NARA Park Picnic Pavilion



**CPA Application 2012**

**Submitted by: Town of Acton**

**11/20/2012**

# PROJECT APPLICATION FORM – 2012

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**Applicant: Town of Acton**

**Submission Date: 11/20/12**

**Applicant's Address, Phone Number and Email**

**Purpose: (Please select all that apply)**

Stephen L. Ledoux, Acton Town Manager

472 Main Street

Acton, MA 01720

[sledoux@acton-ma.gov](mailto:sledoux@acton-ma.gov)

☐ Open Space

☐ Community Housing

☐ Historic Preservation

☒ Recreation

**Town Committee (if applicable): Recreation Commission**

**Project Name: NARA Picnic Pavilion**

**Project Location/Address: 25 Ledge Rock Way, Acton, MA**

**Amount Requested: \$230,000**

**Project Summary:**

The Town of Acton seeks additional funding to construct a permanent Picnic Pavilion on the grounds of NARA Park. It will be sited on a lawn area between the playground and the amphitheatre, overlooking NARA's pond and beach.

A CPA award of \$250,000 was approved for this project in April 2008. The Picnic Pavilion Committee consulted with Palmer and Dodge and produced an RFP for a modular timber framed building, which was put out to bid in September, 2008. Upon the bid deadline date, no bids were received. Shortly afterward, at Town Counsel's advisement, the Town Manager put a hold on the Picnic Pavilion project due to the Seidman vs. City of Newton decision.

In August 2009, Natural Resources sought approval from the Town Manager and Town Counsel to hire an Architect to create a stamped engineered design for the Picnic Pavilion, funded by the Recreation Department for up to \$25,000. An RFQ was issued November 12, 2009 and eleven bids were received. The Picnic Pavilion Committee interviewed four finalists; Kang Associates was recommended to the Town Manager.

In February 2010, the Town Manager hired Kang Associates. The Picnic Pavilion Committee met monthly with Kaffee Kang of Kang Associates to develop a conceptual design. Kang Associates prepared blueprints for final design specifications. Kang Associates remains under contract to participate in the bid process for construction of this design once CPA funding for the Picnic Pavilion was made available.

The original funding for \$250,000 was for a much different structure, a modular timber framed building. Qualified builders were required to be DCAM certified. This requirement resulted in a very limited pool of qualified construction builders. When no bids were received for the project, it was put on hold to await the passage of Senate Bill 90.

CPA Bylaws have been updated to allow for the acquisition, creation, preservation, rehabilitation and restoration of land for recreational use. The bill that was enacted into law, now states that land can be rehabilitated and restored using CPA funds even if it was not acquired or created using CPA funds in the first instance.

Over four years have passed and the modular concept has changed to a custom framed pavilion. The Picnic Pavilion Committee felt it would be prudent to obtain a cost estimate to ensure that we are adequately funding this project. The estimate was paid for by the Recreation Department in September 2012.

Based on the custom pavilion's projected cost of \$478,984, we respectfully request the difference of \$230,000 to complete the construction of the NARA Park Picnic Pavilion.

**Estimated Date for Commencement of Project: April 2013**

**Estimated Date for Completion of Project: October 2013**

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## **Narrative:**

The Town of Acton seeks \$230,000 of additional funding to complete the construction of a permanent picnic Pavilion on the grounds of NARA Park, overlooking NARA's beach. The initial NARA design in 1997, called for a large picnic pavilion, but was not included in the initial phase of NARA construction due to unexpected cost overruns. As a result, a NARA Picnic Pavilion has appeared in the Natural Resources capital requests since 2003.

The need to install the pavilion is urgent. A permanent picnic pavilion will replace our tents which have exceeded their life expectancy in this harsh environment. The current temporary setup has existed since 2000 with the same two large white tents. These tents and the structure frame have been repaired multiple times and are now presenting as non-repairable. These picnic areas are used not only for Summer Camp, but for Town events and a source of revenue to support NARA Park through picnic rentals. This picnic area is a gathering space for all of these activities.

In 2008, Selectmen approved a 'modular' timber framed picnic pavilion for CPC funding, and CPC awarded \$250,000 towards the pavilion project. The project was put out to bid and qualified builders were required to be DCAM certified. The DCAM requirement resulted in a very limited pool of builders. When no bids were received for the project, it was put on hold to await the passage of Senate Bill 90. The Recreation Department has committed to funding up to \$25,000 for the new stamped engineered design of a non-modular picnic pavilion by Kang Associates.

This request for the additional funding covers:

1. Installation and materials of a custom stick built three-winged pavilion
2. Concrete patio (not included with modular pavilion)
3. Prevailing wage increase
4. Higher quality products resulting in longer lifespan
5. Materials cost increase
6. Allowance of 2% Design Contingency and 5% Construction Contingency

The new pavilion design funded by the Acton Recreation Department, offers the following:

- This design has been created to blend with the current structures at NARA Park and use similar materials that include standing seam metal roof (matching shed at Amphitheater).
- Douglas Fir framing and Douglas Fir tongue and groove wood roof decking. The color will match current park structures.
- The roofed pavilion has been designed with three different picnic/covered areas with an overall roof footprint of 3,539 sq. ft.
- Plumbing-water spigot
- Electrical outlets
- Large 2,000 sf. concrete patio surrounding the roofed structure
- Wood dance floor, similar to wood deck at the NARA Bathhouse Patio

In 2009, the Recreation Department worked with Anderson & Kreiger to develop a Corporate Outings service to offer companies and the community. Forms were approved on March 31, 2009 by Town Counsel and the Recreation Department also devised a brochure advertising the service with a calendar showing date availability. This service was then deferred for implementation until the Picnic Pavilion project could be resumed. We offer these draft documents for your review as a viable revenue generating service that should be considered for the new Picnic Pavilion and offered to the public for use at corporate outings, weddings and special occasions.

Documents will undergo a new round of updates and reviews with Town Counsel upon approval.

## **Review and Recommendation Criteria**

The following section reviews the applicability of installing a Picnic Pavilion in relation to the Review and Recommendation Criteria of the Town of Acton Community Preservation Plan.

### **Consistency with the Town of Acton Community Preservation Plan**

A permanent picnic area would fulfill the original design of NARA Park. The installation of the pavilion represents the creation of a new recreational use within NARA Park, creating 3-season all-weather picnic opportunities for families, and particularly the elderly and small children. The inclusion of concrete paving is designed to provide handicapped accessibility to this new structure.

### **Consistency with the Town of Acton Planning Documents**

In the town wide survey for both the Master Plan Update and the most recent Open Space and Recreation Plan, of highest importance to those responding was the need for safe, public walking areas, parks, and a community gathering space. We feel that the installation of a permanent Picnic Pavilion is consistent with each of these goals.

### **Economic Feasibility**

The initial development cost of NARA Park in the late 1990's was \$1.8 million. The initial investment created a 40-acre park which includes a roofed amphitheater and seating capacity for 3,000, a 7-acre ball field, a 9-acre pond with 500' beach, a bath house with snackbar and office area, and a children's playground. It is conservatively estimated that the current value of this 40-acre recreation facility is approximately \$20 million. Inclusion of a picnic pavilion is a wise investment for the future.

### **Population Served**

1,500 square feet of shaded area will provide the community, particularly seniors and children, a safe and enjoyable way to fully utilize our community park. In addition, the picnic pavilion will be used on a daily basis by over 100 children attending the NARA Summer Camp. Community events, such as the Recreation Department's Summer Concert Series and Special Town Events like July 4<sup>th</sup> and Winter Carnival will also make full use of this new facility. Families, schools, community groups and local companies are expected to increase demand for its use.

### **Multiple Needs and CPA Focus Areas**

The project serves multiple needs and populations and addresses more than one Focus Area for CPA by creating a recreational opportunity at NARA Park. In its short existence, NARA Park has become not only a local community gathering space, but one of regional importance. For example, we estimate that on any given July 4<sup>th</sup> celebration, we have in attendance more than 10,000 people. NARA is quickly becoming an attraction for local companies such as IBM, Cisco Systems and local community and non-profit organizations including the Acton Chinese Language School, Chamber of Commerce, American Cancer Society and the Acton Lions Club. Citizen requests for the current picnic areas has increased, filling up many weekends. NARA Park is also home to New England's first Miracle Field, built in 2012; this is a fully handicap accessible ball field. In addition, the Bruce Freeman Rail Trail's development is scheduled to come online in 2014 and will pass within a few feet of NARA Park, providing a recreational gateway to the park. Both of these additions further necessitate the need for a covered picnic area.

### **Leverage of Funding**

Due to CPA Bylaw changes, an opportunity to fund the Pavilion through CPA funding after more than 10 years in the planning is now available. Town staff will initiate the design of a landscaping plan to complement the new Pavilion at no cost to the taxpayers. In addition, Recreation has funded the stamped engineered plans and has committed up to \$25,000 to cover this cost. Town staff has obtained a donation of \$2,000 towards the Picnic Pavilion development and will be seek further donations.

### **Relation to Town Assets**

The installation of a permanent Picnic Pavilion is a significant enhancement to the existing infrastructure at NARA Park. As noted above under Economic Feasibility, \$230,000 from CPA funding will provide a significant return on investment in the future. Not only does it provide a new recreational opportunity, but it also completes the vision of NARA Park as presented to the public for funding in 1997. The entire community stands to benefit.

### **Consistency with Past Town Meeting Actions**

In recent years, Town Meeting has funded a number of significant recreational proposals. Three examples are the funding of the Bruce Freeman Rail Trail, the acquisition of the Morrison Farm, and funding of the very popular T.J. O'Grady Skate Park.

### **Competency to Implement**

The Natural Resources Department oversaw the development of NARA Park and the day-to-day oversight of the Park. The Recreation Department is responsible for day-to-day park operations, NARA Summer Camp, Summer Concert Series, NARA Beach operations, facilities scheduling, special events, and playground safety.

### **Site Control**

NARA Park is a municipally owned property, overseen by the Natural Resources Department.

Attachments:

• Cost Estimate (11/14/12)	Pages 7-17
• NARA Park Location of Future Picnic Pavilion	Page 18
• 3D Rendered Drawing & Schematic as Designed	Page 19-20
• Aerial View of NARA Park	Page 21
• Town Atlas Map C-5	Page 22
• Deed	Pages 23-30
• Table of Standard Dimensional Regulations	Page 31
• Table of Principal Uses	Page 32
• Field Card	Page 33
• Flood Plain Map	Page 34
• Corporate Outing Agreement	Pages 35-39
• Corporate Outing Catering Contract	Page 40-42
• Corporate Outing Quotation	Pages 43
• Corporate Outings Brochure	Pages 44-45



## **Nara Park Picnic Pavilion Acton, MA**

### **Cost Estimate Update #1**

Prepared for:-  
Kang Associates  
Sudbury, MA

Prepared by:-  
D G Jones International, Inc.  
3 Baldwin Green Common, Suite 202,  
Woburn, MA 01801-1868  
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November 12, 2012



**SUMMARY**

Plan Area of Roof = 3,539

Div#	Division Name		<u>Cost \$</u>	<u>\$/sf</u>
02	Existing Conditions		0	0.00
03	Concrete		35,402	10.00
04	Masonry		9,755	2.76
05	Metals		1,311	0.37
06	Wood, Plastics & Composites		216,788	61.26
07	Thermal & Moisture Protection		47,766	13.50
08	Openings		2,606	0.74
09	Finishes		0	0.00
10	Specialties		0	0.00
11	Equipment		0	0.00
12	Furnishings		0	0.00
13	Special Construction		0	0.00
14	Conveying Systems		0	0.00
21	Fire Suppression		0	0.00
22	Plumbing		5,038	1.42
23	HVAC		0	0.00
24	Electrical		35,468	10.02
31	Earthwork		17,649	4.99
32	Exterior Improvements		26,571	7.51
33	Utilities		0	0.00
<b>Sub-Total Construction</b>			<b>398,354</b>	<b>112.56</b>
01	General Requirements/Conditions	9.00%	35,852	10.13
	Escalation to mid point of construction 2Q2013	3.00%	13,026	3.68
	Design Contingency	2.00%	8,945	2.53
	Construction Contingency	5.00%	22,809	6.44
<b>Total Construction Cost</b>			<b>478,984</b>	<b>135.34</b>



## Notes

1. Brief project description:-
  - New picnic pavilion.
2. The estimate is based on the following:-
  - Prevailing wage.
  - Competitive bid to pre-selected contractors.
  - General contractor type project.
  - Receipt of 5# bona fide bids.
  - Bid date 2Q2013
  - 3 month construction period
3. The floor areas are based on the following:-
  - not applicable.
4. Story heights:-
  - not applicable.
5. General Requirements are priced as a percentage on the Summary page.
6. Special Conditions are included with General Requirements where applicable.
7. Escalation to mid point of construction 2Q2013 is included @ 4%/annum compounded.
8. Design contingency is an allowance for future design modifications/additions, which alter the cost of the building as the design progresses, this percentage reduces as the design develops. It is based on a percentage of the sum of Sub-Total Construction, General Requirements and Escalation. For this level of estimate the following has been included:-
  - 2.00%
9. Construction contingency is an allowance for scope/design modifications made by the owner during construction and also for any unforeseen circumstances. It is based on a percentage of the sum of Sub-Total Construction, General Requirements, Escalation and Design Contingency. The following has been included:-
  - 5.00%
10. This estimate has been prepared from the following design information:-
  - Architectural drawings dated 06/15/2011
  - Structural drawings dated 06/15/2011
  - Specification dated 06/15/2011
  - Telephone conversations & Emails with Kang Associates.
11. The estimate includes the following:-
  - See Estimate.

12. The estimate excludes the following:-
  - Utility company backcharges.
  - Building permit fees.
  - Sales tax.
  - Design consultant's fees.
  - Loose furniture, fittings and equipment .
13. Allowances:-
  - See Estimate.
14. Assumptions:-
  - See Estimate.
15. Estimates by other firms:-
  - None.
16. Common abbreviations included in this estimate:-
  - ac = air conditioning.
  - cd = construction documents.
  - cf = cubic foot.
  - cy = cubic yard.
  - dd = design development.
  - dl = double leaf.
  - ea = each.
  - EO = extra over.
  - flr = floor.
  - gfa = gross floor area.
  - ilo = in lieu of.
  - lb = pound.
  - lf = linear foot.
  - ls = lump sum.
  - ly = linear yard.
  - mg = make good.
  - opg = opening.
  - rc = reinforced concrete.
  - rsr = riser.
  - sd = schematic design.
  - sf = square foot.
  - sl = single leaf.
  - sog = slab on grade.
  - sy = square yard.
  - tn = ton.
  - vb = vapor barrier.

**Notes (Cont'd)**

17. Builders work in connection (BWIC) with mechanical and electrical systems includes the following:-
  - Drilling and coring.
  - Chasing.
  - Cutting and patching.
18. General contractor's overhead and profit included in rates unless stated otherwise.

Description	Qty	Unit	Rate	Amount	CSI Sec Totals
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**Existing Conditions**

No work in this Division

<b><u>Existing Conditions</u></b>	<b><u>Total</u></b>			<b>0</b>	<b>0</b>
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**Concrete**

Poured in place concrete to:-

- column footing	9	cy	162.87	1,466	
- isolated pier	2	cy	178.64	357	
- sog, 5" thick	2,804	sf	2.92	8,191	
- edge haunch to sog	8	cy	162.87	1,303	11,317

Formwork to:-

- sides of column footing	312	sf	9.46	2,950	
- sides of isolated pier	415	sf	10.25	4,253	
- edge of sog/haunch, 12" high	346	lf	9.46	3,271	
- edge of day joints, allow	163	lf	9.46	1,541	
- edge of depressed slab, average 5" high	66	lf	7.88	520	12,536

Reinforcement to:-

- column footing, allow 100 lb/cy	900	lb	1.16	1,046	
- isolated pier, allow 150 lb/cy	300	lb	1.16	348	
- sog, 5" thick, mesh	2,804	sf	1.10	3,084	
- edge haunch to sog, allow 100 lb/cy	800	lb	1.16	928	5,406

Finishes to sog:-

- trowelled finish below IPE Tiles	254	sf	2.00	508	
- exposed aggregate	1,806	sf	2.36	4,268	
- smooth to edges of building	456	sf	2.00	912	
- broom finish	289	sf	1.58	455	6,143

<b><u>Concrete</u></b>	<b><u>Total</u></b>			<b>35,402</b>	<b>35,402</b>
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**Masonry**

16" x 16" x 24" high reinforced ground face cmu pier

	26	ea	279.51	7,267	
Chamfered corner to pier	208	lf	2.10	437	
16" x 16" x 2" precast pier cap	26	ea	78.81	2,049	9,754

<b><u>Masonry</u></b>	<b><u>Total</u></b>			<b>9,755</b>	<b>9,755</b>
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**Metals**

Column base anchor, 3/8" galv. bent plate w/2-3/4" dia. thru bolts

	26	ea	52.44	1,311	1,311
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<b><u>Metals</u></b>	<b><u>Total</u></b>			<b>1,311</b>	<b>1,311</b>
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**Wood, Plastics & Composites**

Douglas Fir framing members (Quote from Vermont Timber Works 09/14/2012):-

- 8" x 8" post	}	149,993
- 4 x 12 purlin		
- 8 x 16 beam		
- 4 x 4 diagonal kicker		
- brace to beam		
- large truss (4)		
- small truss (6)		

Description	Qty	Unit	Rate	Amount	CSI Sec Totals
- steel connectors			J		
Second coat of finish (Quote from Vermont Timber Works 09/14/2012)	1	ls	3,919.50	3,919	
GC overhead and profit, allow 5%	1	ls	8,086.59	8,087	
3" nominal douglas fir t&g wood roof decking	3,539	sf	11.52	40,758	
Cedar fascia/gable board w/stain	406	lf	11.03	4,480	
1" x 10" cedar valence on 2" x 4" wood blocking, 4' long w/stain	20	ea	58.85	1,177	
Partition comprising 2" x 4" pt studs @ 16" oc w/1" x 6"					
vertical cedar lining to one side & 3/4" exterior grade plywood to other face, painted & stained	240	sf	12.45	2,988	
Cap to partition w/stain	30	lf	10.51	315	
23 7/8" x 23 7/8" x 1' 8" thick IPE Tiles w/l-connects and hardwood sleepers	254	sf	19.97	5,071	216,788
<b>Wood, Plastics &amp; Composites</b>	<b>Total</b>			<b>216,788</b>	<b>216,788</b>

#### Thermal & Moisture Protection

Ice & water shield on lowest 3' of roof slope	834	sf	0.58	482	
Standing seam metal roof	3,539	sf	12.61	44,627	
Ridge	115	lf	6.30	725	
Rainwater deflector over entrance area	3	ea	236.43	709	
Vapor barrier to sog				Not Required	
Exterior sealant to:-					
- doors	34	lf	2.21	75	
- roof	521	lf	2.21	1,150	47,767

#### Thermal & Moisture Protection

**Total** 47,766 47,766

#### Openings

##### Exterior Doors

SL door w/cedar vertical board facing, fir door frame, stain & hardware

2 ea 1,303.00 2,606 2,606

#### Openings

**Total** 2,606 2,606

#### Finishes

No work in this Division

#### Finishes

**Total** 0 0

#### Specialties

No work in this Division

#### Specialties

**Total** 0 0

#### Equipment

No work in this Division

#### Equipment

**Total** 0 0

Description	Qty	Unit	Rate	Amount	CSI Sec Totals
<b><u>Furnishings</u></b>					
No work in this Division					
<b><u>Furnishings</u></b>	<b><u>Total</u></b>			0	0
<b><u>Special Construction</u></b>					
No work in this Division					
<b><u>Special Construction</u></b>	<b><u>Total</u></b>			0	0
<b><u>Conveying Systems</u></b>					
No work in this Division					
<b><u>Conveying Systems</u></b>	<b><u>Total</u></b>			0	0
<b><u>Fire Suppression</u></b>					
No work in this Division					
<b><u>Fire Suppression</u></b>	<b><u>Total</u></b>			0	0
<b><u>Plumbing</u></b>					
1" domestic water pipe to 10' beyond building	40	lf	23.12	925	
Valve to water pipe	1	ea	131.35	131	
Connect water pipe to site water supply pipe provided by Owner	1	ls	394.05	394	
Hose bib w/associated pipework	1	ea	225.92	226	
3" area drain in depressed slab area	2	ea	341.51	683	
4" pvc drain pipe w/trench to 10' beyond building	73	lf	22.07	1,611	
Connect drain pipe to site drain pipe provided by Owner	1	ea	420.32	420	
<u>General Items</u>					
Test and balance	1	ls	78.81	79	
Allow for seismic restraint	1	ls	26.27	26	
Permit fee	1	ls	52.54	53	4,548
<b>Sub Bid</b>	<b>Total</b>			<b>4,548</b>	<b>4,548</b>
Builders work in connection with Plumbing @ 5%	1	ls	238.95	239	
General Contractor's overhead and profit @ 5%	1	ls	251.50	252	490
<b><u>Plumbing</u></b>	<b><u>Total</u></b>			<b>5,038</b>	<b>5,038</b>

Description	Qty	Unit	Rate	Amount	CSI Sec Totals
<b><u>HVAC</u></b>					
No work in this Division					
<b><u>HVAC</u></b>	<b><u>Total</u></b>			0	0
<b><u>Electrical</u></b>					
4" pvc underground conduit for secondary electrical service to building w/cable	24	lf	38.88	933	
Connect building electrical to site electrical provided by Owner	1	ea	525.40	525	
200A power panel	1	ea	1,865.18	1,865	
New lighting fixtures w/conduit & cabling to power panel:-					
- step light	20	ea	544.32	10,886	
- in ground light	6	ea	1,399.67	8,398	
- 1' x 4' fluorescent fixture	20	ea	312.09	6,242	
Switching for lighting, allow	1	ls	1,050.80	1,051	
Waterproof duplex receptacle	9	ea	173.38	1,560	31,461
<b><u>General Items</u></b>					
Grounding	1	ls	288.97	289	
Permit fees	1	ls	131.35	131	
Testing	1	ls	288.97	289	709
<b>Sub Bid</b>	<b>Total</b>			<b>32,170</b>	<b>32,170</b>
Builders work in connection with Electrical @ 5%	1	ls		1,609	
General Contractor's overhead and profit @ 5%	1	ls		1,689	3,297
<b><u>Electrical</u></b>	<b><u>Total</u></b>			<b>35,468</b>	<b>35,468</b>
<b><u>Earthwork</u></b>					
Strip top soil, store and later respread over site	129	cy	17.86	2,304	
Excavate for column footing, part backfill & remove surplus off site	189	cy	25.22	4,766	
Gravel below sog, 12" thick including compacting sub base	2,804	sf	2.56	7,189	
Regrading, allow	2,804	sf	1.21	3,388	17,649
<b><u>Earthwork</u></b>	<b><u>Total</u></b>			<b>17,649</b>	<b>17,649</b>
<b><u>Exterior Improvements</u></b>					
Allow for landscaping/paving repairs	1	ls	1,050.80	1,051	
Concrete patio including excavation, backfilling, subbase and broom finish	2,000	sf	10.00	20,000	
Downstand beam to patio perimeter, complete	92	lf	60.00	5,520	26,571
<b><u>Exterior Improvements</u></b>	<b><u>Total</u></b>			<b>26,571</b>	<b>26,571</b>
<b><u>Utilities</u></b>					
Included in Plumbing & Electrical					
<b><u>Utilities</u></b>	<b><u>Total</u></b>			0	0



Description	Qty	Unit	Rate	Amount Add	Deduct
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**Alternates**

Alternate No. 1 - Delete masonry piers and step lights in masonry piers					20,913
Alternate No. 2 - Delete lighting under dance floor					10,341
Alternate No. 3 - Delete dance floor					8,792
Alternate No. 4 - Delete metal roofing and substitute asphalt shingles					35,362

**Alternate No. 1 - Delete masonry piers and step lights in masonry piers**

**Deduct**

16" x 16" x 24" high reinforced ground face cmu pier	26	ea	279.51	7,267	
16" x 16" x 2" precast pier cap	26	ea	78.81	2,049	
- step light	20	ea	544.32	10,886	
Switching for lighting, allow	1	ls	500.00	500	
Builders work in connection with Electrical @ 5%	1	ls	569.32	569	
General Contractor's overhead and profit @ 5%	1	ls	597.78	598	

**Add**

Concrete - isolated pier	1	cy	178.64	179	
Formwork - sides of isolated pier	93	sf	10.25	950	
Reinforcing - isolated pier, allow 150 lb/cy	150	lb	1.16	174	
Wash top of concrete pier to shed water	26	ea	50.00	1,300	
- 8" x 8" post	52	lf	20.00	1,040	

**Sub-Totals** **3,643** **21,870**

**Net Deduct** **18,227**

General Requirements/Conditions	4.00%			729	
Escalation to mid point of construction 2Q2013	3.00%			569	
Design Contingency	2.00%			391	
Construction Contingency	5.00%			996	

**Alternate No. 1 - Delete masonry piers and step lights in masonry piers** **Total Deduct** **20,913**

**Alternate No. 2 - Delete lighting under dance floor**

**Deduct**

- in ground light	6	ea	1,399.67	8,398	
Switching for lighting, allow	1	ls	150.00	150	
Builders work in connection with Electrical @ 5%	1	ls	427.40	427	
General Contractor's overhead and profit @ 5%	1	ls	448.77	449	

**Sub-Totals** **0** **9,424**

**Net Deduct** **9,424**

General Requirements/Conditions	4.00%			377	
Escalation to mid point of construction 2Q2013	3.00%			294	
Design Contingency	2.00%			202	
Construction Contingency	5.00%			44	

**Alternate No. 2 - Delete lighting under dance floor** **Total Deduct** **10,341**

**Alternate No. 3 - Delete dance floor**

**Deduct**

23 7/8" x 23 7/8" x 1' 8" thick IPE Tiles w/l-connects and hardwood sleepers	254	sf	19.97	5,071
- trowelled finish below IPE Tiles	254	sf	2.00	508
- exposed aggregate	1,806	sf	2.36	4,268
- smooth to edges of building	456	sf	2.00	912
3" area drain in depressed slab area	2	ea	341.51	683
4" pvc drain pipe w/trench to 10' beyond building	73	lf	22.07	1,611
Connect drain pipe to to site drain pipe provided by owner	1	ea	420.32	419

**Add**

- exposed aggregate	2,137	sf	2.36	5,050
- smooth to edges of building	379	sf	2.00	758

**Sub-Totals** **5,809** **13,472**

**Net Deduct** **7,663**

General Requirements/Conditions	4.00%	307
Escalation to mid point of construction 2Q2013	3.00%	239
Design Contingency	2.00%	164
Construction Contingency	5.00%	419

**Alternate No. 3 - Delete dance floor** **Total Deduct** **8,792**

**Alternate No. 4 - Delete metal roofing and substitute asphalt shingles**

**Deduct**

Standing seam metal roof	3,539	sf	12.61	44,626
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**Add**

Asphalt shingle roof	3,539	sf	3.90	13,802
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**Sub-Totals** **13,802** **44,626**

**Net Deduct** **30,823**

General Requirements/Conditions	4.00%	1,233
Escalation to mid point of construction 2Q2013	3.00%	962
Design Contingency	2.00%	660
Construction Contingency	5.00%	1,684

**Alternate No. 4 - Delete metal roofing and substitute asphalt shingles** **Total Deduct** **35,362**

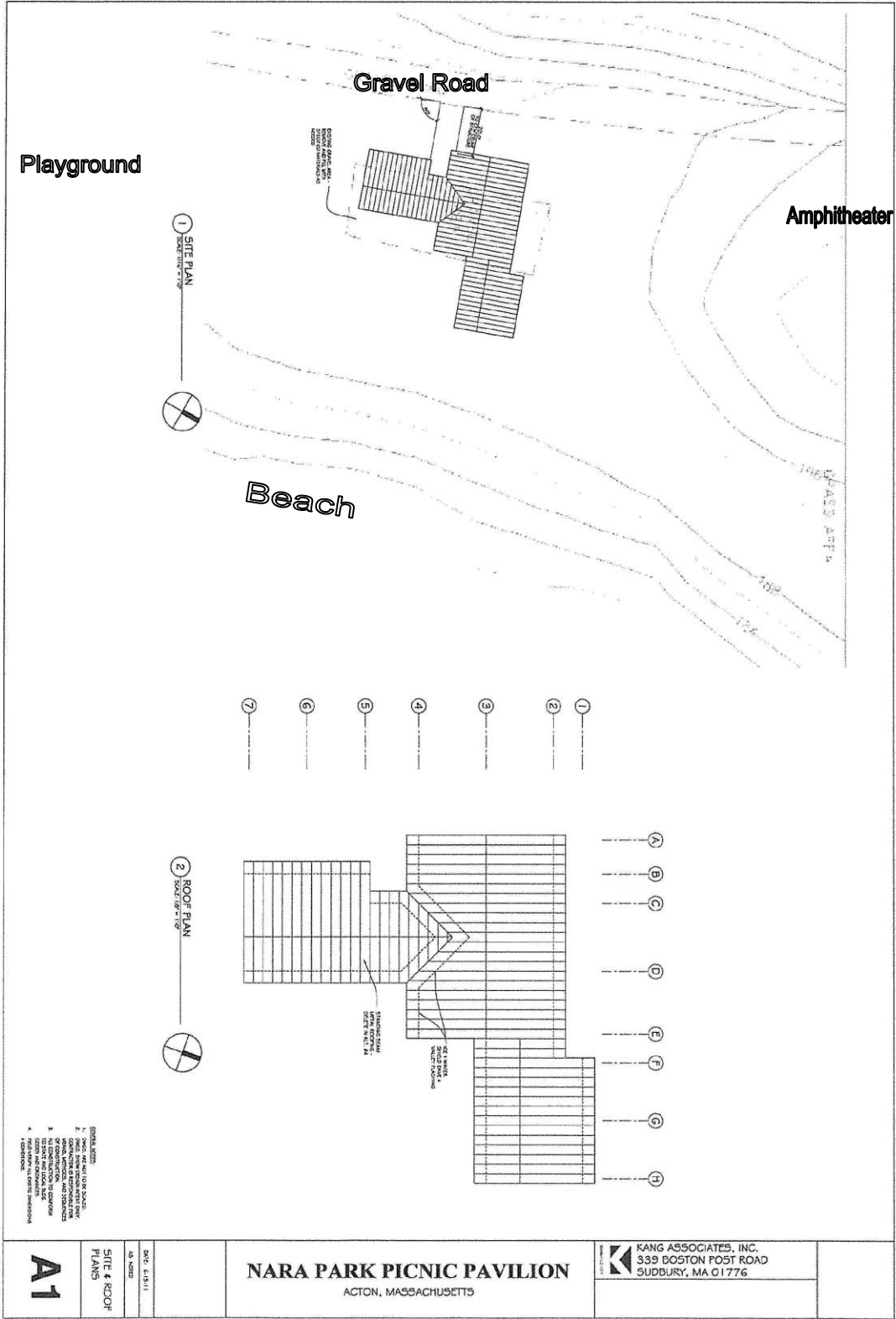
## **NARA Park Photograph**

### **Location of New Picnic Pavilion**



***Long View from the Amphitheatre Hill toward the Bath House  
The Picnic Pavilion will be situated where the cluster of white  
tents are located***

3-D Rendered Drawing and Schematic as Designed







## Aerial View of NARA Park with Proposed Pavilion Area



## : B-5 PCL 33





955 0338E \* 11.75  
11-6-75 111

11.75

BK 12918

PG 377

COMMONWEALTH OF MASSACHUSETTS  
MIDDLESEX, SS.

TOWN OF ACTON

At a meeting of the Board of Selectmen of the Town of Acton held on the 12th day of May, 1975, it is:

ORDERED: Whereas by a vote adopted at a Town Meeting duly called, warned and held May 12, 1975, in accordance with the provisions of law applicable thereto, the Town authorized the acquisition by eminent domain or otherwise of the two parcels of land hereinafter described: the parcel, shown as Lot 1 on a plan hereinafter described, to be used as the site for a sanitary landfill, and the parcel shown as Lot 2 on such plan to be used as the site for a septage disposal area.

NOW, THEREFORE, we the undersigned, being a majority of the Board of Selectmen of the Town of Acton, duly elected, qualified and acting as such, do hereby pursuant to said vote and under and by virtue of the provisions of Chapter 79 of the General Laws of Massachusetts, and all acts in amendment thereof and in addition thereto, and of any and every other power and authority us hereto in any way enabling, take in fee simple in the name and on behalf of the Town

of Acton, two parcels of land situated in the north-easterly part of Acton, Middlesex County, Massachusetts, on the northeasterly side of Quarry Road, and shown as Lot 1 and Lot 2 on a plan entitled, "Plan of Land in Acton, Massachusetts, owned by the Kennedy Land Corporation", dated March 3, 1975, revised December 5, 1975, drawn by the Town of Acton Engineering Department, and recorded with Middlesex South District Deeds, as Plan #1371 of 1975 at the end of Book 12912, together with all privileges and appurtenances thereto belonging, including all trees, buildings and structures thereon or affixed thereto, said two parcels being together bounded and described as follows:

Beginning at a bound in the easterly sideline of Quarry Road at land now or formerly of James H. and Miriam M. Wallie, thence running

NORTH 7°52'51.5" WEST by Quarry Road 209.87 feet to a point; thence

NORTHERLY by the road by a curved line of 447.55 feet of radius 135.047 feet to a point; thence

NORTH 25°10'11.5" WEST by the road 510.57 feet to a point; thence

NORTH 12°31'3.5" WEST by the road 41.60 feet to a point; thence

NORTH 1°46'18.5" EAST by the road 51.516 feet to a point; thence

NORTH 88°13'41.5" WEST by the end of the public way layout of Quarry Road, 40 feet; thence

SOUTH 27°59'15.5" WEST by said land of Wallie  
 60 feet to a point; thence  
 NORTH 64°15'45" WEST by land of North Acton  
 Granite Co. 166.015 feet to a point; thence  
 WESTERLY by a curved line of 140 feet of radius  
 by said Granite Co.'s land 69.677 feet, to a  
 point; thence  
 SOUTH 87°13'18" WEST by the Granite Co.'s land  
 103.953 feet to a point; thence  
 NORTH 55°16'42" WEST by land of the Estate of  
 T. Leo McCarthy 75 feet to a stone bound;  
 thence  
 NORTH 23°43'30.5" EAST 327.445 feet to a stone  
 bound; thence  
 NORTH 87°23'51.8" EAST 89.659 feet to a stone  
 bound; thence  
 NORTH 13°43'48.7" EAST 150 feet to a point; thence  
 SOUTH 89°57'56.7" WEST 352 feet to an iron pipe;  
 the last four bounds being by land of said  
 Granite Co., thence  
 NORTH 39°15'56.4" EAST 577.103 feet to an iron  
 pipe; thence  
 NORTH 19°36'1.6" EAST 289.327 feet to a stone  
 bound; thence  
 NORTH 53°52'5.7" WEST 196.501 feet to an iron  
 pipe; thence  
 NORTH 31°38'16.5" EAST 615 feet across a septage  
 lagoon to a point; thence  
 NORTH 32°57'37.8" WEST 312 feet on a line between  
 a septage lagoon and two sludge drying beds  
 to an angle of a stone wall, the last five  
 bounds being by land of the Town of Acton;  
 thence

NORTH 35°04'7.6" WEST 32.634 feet to a drill hole;  
 thence  
 NORTH 32°25'57.6" WEST 39.012 feet to a drill hole;  
 thence  
 NORTH 31°17'11.5" WEST 136.14 feet to a drill hole;  
 thence  
 NORTH 38°53'3.4" WEST 11.723 feet to a drill hole;  
 thence  
 NORTH 27°38'35" WEST 30.334 feet to a drill hole;  
 thence  
 NORTH 32°54'6.4" WEST 71.518 feet to a drill hole;  
 thence  
 NORTH 41°52'28.3" WEST 11.824 feet to a stake set  
 in an angle of the stone wall; thence  
 NORTH 39°50'33.4" EAST 22.839 feet to a drill hole;  
 thence  
 NORTH 46°35'47.3" EAST 51.847 feet to a drill hole;  
 thence  
 NORTH 36°34'16.4" EAST 19.338 feet to a drill hole;  
 thence  
 NORTH 44°29'24.8" EAST 36.234 feet to a drill hole;  
 thence  
 NORTH 43°28'32" EAST 136.834 feet to a drill hole;  
 thence  
 NORTH 49°17'37.9" EAST 34.842 feet to a drill hole;  
 thence  
 NORTH 45°51'42.1" EAST 59.403 feet to a drill hole,  
 the last fourteen bounds being by stone walls  
 by land of Rose Di Stefano and Bettina  
 Antonia Norton; thence  
 SOUTH 32°59'4.5" EAST 450 feet to a point; thence  
 SOUTH 71°59'4.5" EAST 139.833 feet to a point;  
 thence

SOUTHEASTERLY  
 and SOUTHERLY by a curved line of 120 feet of  
 radius 183.922 feet to a point; thence  
 SOUTH 15°49'53.3" WEST 141.081 feet to a point;  
 thence  
 SOUTH 36°19'53.3" WEST 260 feet to a point; thence  
 SOUTH 3°45' WEST 358.448 feet to a point; thence  
 SOUTHERLY AND  
 SOUTHEASTERLY by a curved line of 300 feet of  
 radius 337.794 feet to a point; thence  
 SOUTH 60° EAST 223.448 feet to a point; thence  
 SOUTH 11°28'8.7" EAST 362.116 feet to a point;  
 thence  
 SOUTH 18°5' EAST 429.154 feet to a point, the last  
 ten bounds being by land of Kennedy Land  
 Corporation; thence  
 SOUTH 55°52'39.1" EAST by land of Joseph M. Britt  
 559.58 feet to a point; thence  
 SOUTH 10°53'51.7" WEST 622.017 feet to a point;  
 thence  
 SOUTH 20°32'35.5" WEST 207.255 feet to a point,  
 these last two bounds being by land of  
 Margaret L. Britt which was on the location  
 of the Nashua, Acton and Boston Railroad  
 (later Boston and Maine Railroad) now  
 abandoned; thence  
 SOUTH 65°14'50.1" WEST by land of Joseph M. Britt  
 494.504 feet to a bound at land of the  
 Wallies; thence  
 NORTH 59°38'29.9" WEST by said land of the Wallies  
 353.636 feet to the bound on Quarry Road  
 which was the point of beginning.  
 According to said plan, Lot 1 contains 46.40 acres,  
 more or less, and Lot 2 contains 14.89 acres, more or  
 less.



For title, see two deeds of John T. Kennedy and others to Kennedy Land Corporation both dated 28 June 1965 and recorded with said Deeds, in Book 10871 at Page 478 and 487 respectively.

Lot 1 is to be used as the site for a sanitary landfill. Lot 2 is to be used as the site for a septage disposal area.

There is EXCEPTED from this Taking a right of way, for the benefit of land of the Kennedy Land Corporation adjacent to the land hereby taken, running over a portion of Lot 1 shown on Sheet No. 4 of 6 of said plan as "60' Wide Right of Way" and thence running from the westerly end of the 60' Wide Right of Way to a private way shown on said plan as Quarry Road and over the entire length of said private way shown as Quarry Road to the public way shown as Quarry Road on Sheet No. 2 of 6 of said plan. Said way may be used for all purposes for which ways are commonly used in the Town of Acton.

There is also EXCEPTED from this Taking the rights of the public to pass over said public way shown as Quarry Road.

We have awarded damages by reason of the taking hereby made to Kennedy Land Corporation, a Massachusetts corporation with its principal office in said Acton,

in the sum of One Hundred Forty Seven Thousand and Ninety Six (147,096) Dollars (\$111,360 for said Lot 1 and \$35,736 for said Lot 2).

In so awarding damages, we have awarded them to the supposed owner of record of the land hereby taken as of the date hereof, but if the name of the owner of any interest in said land is not stated or is not correctly stated, it is to be understood that such interest is owned by an owner or owners unknown to us, and in such case our award is made to the lawful owner or owners thereof.

WITNESS our hands and seals in said Town of Acton this 29th day of December, 1975.

Town of Acton

By

Stephen H. Lunde  
John H. Lunde

John D. Lunde

John D. Lunde

John D. Lunde

Majority of the Board of  
Selectmen



COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. December 29 , 1975

Then personally appeared the above named persons,  
known to me to be a majority of the duly elected, quali-  
fied and acting Selectmen of the Town of Acton, and ack-  
nowledged the foregoing instrument to be their free act  
and deed and the free act and deed of the Town of Acton,  
before me,

Christopher J. Ryan  
Notary Public

My commission expires: 12/31/78



# TABLE OF STANDARD DIMENSIONAL REGULATIONS

See also Special Provisions and Exceptions to Dimensional Regulations (Section 5.3), Transfer of Development Rights for special dimensional regulations affecting the LB, NAV and EAV Districts and certain land in the R-2, R-8 and R-10/8 Districts along and near Great Road (Section 5.4), Special Provisions for Village Districts (Section 5.5), Special Dimensional Requirements in the Groundwater Protection District (Section 4.3), Special Dimensional Regulations for Open Space Developments (OSD - Section 4.2), Planned Conservation Residential Communities (PCRC - Section 9), and Senior Residences (Section 9B).

The symbol "NR" on this Table indicates no specific minimum or maximum regulation.

DISTRICT	ZONING DISTRICTS	MINIMUM LOT AREA in sq. ft.	MINIMUM LOT FRONTAGE in feet	MINIMUM LOT WIDTH in feet	MINIMUM FRONT YARD in feet	MINIMUM SIDE & REAR YARD in feet	MINIMUM OPEN SPACE in percent	MAXIMUM FLOOR AREA RATIO	MAXIMUM HEIGHT in feet
RESIDENTIAL DISTRICTS	R-2	20,000	150	50	30	10	NR	NR	36
	R-4	40,000	175	50	45	20	NR	NR	36
	R-8	80,000	200	50	45	20	NR	NR	36
	R-8/4	80,000	200	50	45	20	NR	NR	36
	R-10	100,000	250	50	45	20	NR	NR	36
	R-10/8	100,000	250	50	45	20	NR	NR	36
	R-A	100,000	200	50	30	10 (3)	35%	NR	36
VILLAGE DISTRICTS	R-AA	10,000	100	50	30	10	35%	NR	36
	VR	15,000	50	NR	10	10	20%	NR	36
	EAV	NR	NR	NR	10 (10)	NR (1)	25%	0.20 (4)	36
	EAV-2	15,000	50	NR	10	10 (1)	35%	0.20 (4)	36
	NAV	10,000	100	50	10 (9)	10 (1)	35%	0.20 (4)	36
	SAV	NR	NR	NR	10 (10)	10	NR	0.20 (13)	36 (12)
OFFICE DISTRICTS	WAV	NR	NR	NR	5 (10)	NR (1)	NR	0.40 (11)	36 (12)
	OP-1	80,000	200	50	50	30 (7)	50%	0.20 (14)	36
BUSINESS DISTRICTS	OP-2	80,000	200	50	50	30 (7)	50%	0.20 (16)	40
	KC	10,000	100	50	30	NR (6)	NR	0.40 (15)	36
	LB	20,000	200	50	75 (5)	30 (6)	50%	0.20 (4)	36
INDUSTRIAL DISTRICTS	PM	10,000	100	50	30	20	35%	0.20	40
	GI	40,000	100	50	45	20 (2)	35%	0.20	40
	LI	80,000	200	50	50	30 (2)	35%	0.20	40
	LI-1	80,000	200	50	50	30 (2)	50%	0.20	40
	SM	40,000	100 (8)	50	50	30 (2)	35%	0.20 (18)	36 (18)
	TD	40,000	100	50	45	50 (2,17)	35%	0.20	40
SP. DISTRICT	ARC	NR	20	50	20	10	NR	NR	36

**TABLE OF PRINCIPAL USES**  
 PRINCIPAL USES listed in this Table are subject to provisions in corresponding Section 3.

		RESIDENTIAL DISTRICTS				VILLAGE DISTRICTS					OFFICE DISTRICTS		BUSINESS DISTRICTS			INDUSTRIAL DISTRICTS						SP. DIST.	
PRINCIPAL USES		R-2 R-4 R-8 R-8/4 R-10 R-10/8	R-A	R-AA	VR	EAV	EAV-2	NAV	SAV	WAV	OP-1	OP-2	KC	LB	PM	GI	LI	LI-1	SM(1)	TD	ARC	SITE PLAN	
3.5 BUSINESS USES (continued)																							
3.5.8	Bed & Breakfast	SPS	SPS	SPS	SPS	Y	SPS	Y	Y	Y	N	N	Y	Y	Y	N	N	N	N	N	N	R	
3.5.9	Lodge or Club	N	N	N	N	SPS	SPS	SPS	SPS	SPS	N	N	SPS	SPS	SPS	N	N	N	N	N	N	R	
3.5.10	Veterinary Care	N	N	N	SPS(8)	SPS	SPS	N	SPS	SPS	N	N	Y	Y	Y	Y	Y	Y	SPS	N	N	R	
3.5.11	Animal Boarding	N	N	N	N	N	N	N	N	N	N	N	N	SPS	SPS	SPS	SPS	SPS	SPS	N	N	R	
3.5.12	Services	N	N	N	Y(8)	Y	Y	Y	Y	Y	N	N	Y	Y	Y	N	N	N	N	N	N	R	
3.5.13	Repair Shop, Technical Shop, Studio	N	N	N	Y(8)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	R	
3.5.14	Building Trade Shop	N	N	N	N	N	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	N	R	
3.5.15	Commercial Recreation (10)	N	N	N	N	SPS(11)	SPS	SPS	SPS	SPS	SPS	SPS	SPS	SPS	SPS	SPS	SPS	SPS	SPS	SPS	N	R	
3.5.16	Commercial Entertainment	N	N	N	N	Y	Y	N	SPS	SPS	N	N	SPS	SPS	SPS	N	N	N	N	N	N	R	
3.5.17	Golf Course in Residential Districts	SPP	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	NR	
3.5.18	Cross-Country Skiing in Residential Districts	SPP	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	NR	
3.5.19	Vehicle Service Station	N	N	N	N	N	N	N	N	N	N	N	SPS	Y	Y	N	N	N	N	N	N	R	
3.5.20	Vehicle Repair	N	N	N	N	N	N	N	N	SPS	N	N	SPS	Y	Y	N	Y	N	Y	N	N	R	
3.5.21	Vehicle Body Shop	N	N	N	N	N	N	N	N	N	N	N	N	Y	Y	N	Y	N	Y	N	N	R	
3.5.22	Vehicle Sale, Rental	N	N	N	N	N	N	N	N	N	N	N	N	Y	Y	N	N	N	N	N	N	R	
3.5.23	Parking Facility	N	N	N	N	N	N	Y	N	Y	N	N	Y	Y	Y	N	N	N	N	Y	N	R	
3.5.24	Transportation Services	N	N	N	N	N	N	N	N	N	N	SPS	N	N	Y	SPS	N	N	N	Y	N	R	
3.5.25	Adult Uses	N	N	N	N	N	N	N	N	N	SPS	N	N	N	N	N	N	N	N	SPS	N	R	
3.6 INDUSTRIAL USES																							
3.6.1	Warehouse	N	N	N	N	N	N	N	N	N	Y	Y	N	N	Y	Y	Y	Y	Y	Y	N	R	
3.6.2	Distribution Plant	N	N	N	N	N	N	N	N	N	N	SPS	N	N	SPS	N	N	N	N	SPS	N	R	
3.6.3	Manufacturing	N	N	N	N	N	N	N	SPS	SPS	Y	Y	SPS	N	Y	Y	Y	Y	Y	Y	N	R	
3.6.4	Scientific	N	N	N	N	N	N	N	N	N	SPS	SPS	SPS	SPS	SPS	SPS	SPS	SPS	SPS	SPS	N	R	

CURRENT OWNER		TOPO	UTILITIES	STRT/ROAD	LOCATION	CURRENT ASSESSMENT			
TOWN OF ACTON	4 Rolling		1 Paved	6 Recreational	Description	Code	Appraised Value	Assessed Value	
472 MAIN STREET			5 Curb & Gutter		EXEMPT	9035	218,500	218,500	
ACTON, MA 01720					EXM LAND	9035	1,550,500	1,550,500	
Additional Owners:					EXEMPT	9035	279,000	279,000	
SUPPLEMENTAL DATA						201 ACTON, MA			
Other ID: 000CS 00018 00000						VISION			
Occ Perm									
Photo									
Ward									
Prec									
Sew Zone									
GIS ID:									
ASSOC PID#									
Total						2,048,000 2,048,000			
RECORD OF OWNERSHIP						PREVIOUS ASSESSMENTS (HISTORY)			
BK-VOL/PAGE		SALE DATE		w/v		SALE PRICE		V.C.	
12940/0132		02/27/1976				0			
Yr. Code						Assessed Value		Yr. Code	
2012 9035						191,200		2012 9035	
2012 9035						1,550,500		2012 9035	
2012 9035						279,000		2012 9035	
Total:						2,020,700		Total: 2,020,700	
EXEMPTIONS						OTHER ASSESSMENTS			
Year		Type		Description		Amount		Comm. Int.	
Total:									
ASSESSING NEIGHBORHOOD									
NBHD/SUB		NBHD NAME		STREET INDEX NAME		TRACING		BATCH	
0001/A									
NOTES									
NARA PARK						3 SOCCER FIELDS			
7-ACRE POND						1 SOFTBALL FIELD			
AMPHITHEATER - SEATING						WALKING TRAIL			
BATH HOUSE - SNACK BAR						PARKING			
BEACH - SWIMMING						SHED ATT'D TO BATH HOUSE			
PLAYSCAPE AREA									
Appraised Bldg. Value (Card)						218,500			
Appraised XF (B) Value (Bldg)						0			
Appraised OB (L) Value (Bldg)						279,000			
Appraised Land Value (Bldg)						1,550,500			
Special Land Value						0			
Total Appraised Parcel Value						2,048,000			
Valuation Method:						C			
Adjustment:						0			
Net Total Appraised Parcel Value						2,048,000			
BUILDING PERMIT RECORD						VISIT/CHANGE HISTORY			
Permit ID		Issue Date		Type		Description		Amount	
12-495		07/12/2012		NI		No Inspection		0	
12-155		03/23/2012		NI		No Inspection		0	
32219		11/08/2011		NI		No Inspection		3,900	
31058		08/10/2011		NI		No Inspection		0	
31033		08/09/2011		NI		No Inspection		0	
30694		01/01/2011		NI		No Inspection		0	
22931		10/29/2009		NI		No Inspection		0	
Date		Type		IS		ID		Cd	
1/1/1988				VT		00		Measur-Listed	
LAND LINE VALUATION SECTION									
B Use		Use		Zone		D Frontage		Depth	
1 903C		TOWN-PROP MDL-94		ARC		1929		80,000 SF	
1 9035		TOWN-PROP MDL-00		ARC				38.65 AC	
1 9035		TOWN-PROP MDL-00		ARC				1,600.00 FF	
Unit Price		I. Factor		S.A.		Acre Disc		C. Factor	
2.84		1.15		5		1.0000		1.00	
10,000.00		1.15		5		1.0000		0.83	
500.00		1.15		0		1.0000		1.00	
ST. Idx		Adj.		Notes-Adj		Special Pricing		Adj. Unit Price	
0.00		0.00		ACREAGE DISCOUN				3.27	
0.00		0.00						9,545.00	
0.00		0.00						575.00	
Total Card Land Units:						40.49 AC		Parcel Total Land Area: 1,763,594 SF	
								Total Land Value: 1,550,500	

CONSTRUCTION DETAIL		CONSTRUCTION DETAIL (CONTINUED)	
Element	Cal. Ch. Description	Element	Cal. Ch. Description
Style	77 Clubs/Lodges		
Model	94 Commercial		
Grade	09 Luxurious		
Stories	1		
Occupancy	1		
Exterior Wall 1	12 Cedar or Redwd		
Exterior Wall 2	03 Gable/Hip		
Roof Structure	10 Wood Shingle		
Roof Cover	05 Drywall/Sheet		
Interior Wall 1	03 Concr-Finished		
Interior Wall 2	04 Electric		
Interior Floor 1	07 Electr Basebrd		
Interior Floor 2	01 None		
Heating Fuel	903C TOWN-PROP MDL-94		
Heating Type			
AC Type			
Bldg Use			
Total Rooms			
Total Bedrms			
Total Baths			
Heat/AC	00 NONE		
Frame Type	02 WOOD FRAME		
Baths/Plumbing	01 LIGHT		
Ceiling/Wall	06 CEIL & WALLS		
Rooms/Prtns	02 AVERAGE		
Wall Height	12		
% Conn Wall	0		
OB-OUTBUILDING & YARD ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)			
Code	Description	Sub. Sub. Descript	Units
0184	CMM BTH HS	L 946	75.00
0184	AMPHITHEA	L 3,200	65.00
BUILDING SUB-AREA SUMMARY SECTION			
Code	Description	Living Area	Gross Area
0184	First Floor	536	536
0184	Canopy	0	1,700
0184	Patio	0	2,800
Tot. Gross Liv/Lease Area:		536	5,036

CAN[1700]

PTO[2800]

No Photo On Record



## FEMA Flood Map:



# Corporate Outing Agreement



Town of Acton  
Recreation Department  
472 Main Street  
Acton, MA 01720  
Phone: (978) 264-9608 Ext. 0  
Fax: (978) 264-9630  
Email: [recreation@acton-ma.gov](mailto:recreation@acton-ma.gov)

## NARA Park Corporate Outings Agreement

All persons who seek to rent NARA Park from the Town of Acton ("Lessor") for a corporate outing must first complete a Corporate Outings Outing Quotation Form prior to submitting this Agreement. After the Quotation Form is submitted, the Lessee must set up a meeting with the Recreation Director and/or Events Coordinator to discuss additional terms of this Agreement.

### **Company Name**

("Lessee"): \_\_\_\_\_

**Authorized Representative:** \_\_\_\_\_

**Contact Person** (if different than authorized representative): \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**#1 Day/Date Choice:** \_\_\_\_\_

**Set-up Time:** \_\_\_\_\_ **Time of Event:** \_\_\_\_\_

**#2 Day/Date Choice:** \_\_\_\_\_

**Set-up Time:** \_\_\_\_\_ **Time of Event:** \_\_\_\_\_

### **1. NARA Park Corporate Outings Package Includes:**

The Town of Acton Recreation Department will provide a picnic tent, picnic tables (10) and make available beach access & swimming (May 22—Aug. 26), soccer field, softball field, volleyball, badminton, Frisbee, trash removal, portable toilet, portable stage if requested and available. Food catering and associated tableware and utensils will be provided by Caterer.

### **2. Event Hours**

NARA Park Corporate Outing hours may be scheduled:

A. Weekdays, Monday-Friday: May 15-June 28 from 10-4 PM

B. Thursdays: June 29 to August 26 from 10-4PM

C. Weekdays, Monday-Friday, August 27 to September 25 from 10-4PM

Wristbands will be distributed, sufficient for the number of participants, to authorize beach access and swimming during and after the event during seasonal hours. Food will be served from 12:00-1:00 PM unless arrangements are made prior to event for an alternative time. Soft drinks and water will be provided from 11:00 AM until 2:30 PM.

### **3. Reservation Deposit**

A \$500 non refundable reservation deposit is due at the time of reservation and will applied to the outing balance. The deposit will "secure" the date of your rental. In the event of non-weather cancellation the reservation deposit is non-refundable.

4. **Cancellation**

If a company cancels an outing reservation with less than 30 (thirty) days advance notice, no refund will be issued. Refunds are not issued on account of cancellations due to weather conditions, but in such event, an outing can be rescheduled with no penalty as approved by the Recreation Director.

5. **Payment**

Three payments are required, as noted below, and final balance is due 7 days prior to date of event. Payment may be made in the form of check, money order, bank check or cash. If using MasterCard® or VISA®, a Town of Acton fee of 3% will be added to total.

- 1) Reservation Deposit in the amount of \$500 at time of booking.
- 2) Balance due for outing 30 days prior to event.
- 3) Any additions to headcounts are due seven business days prior to event.

6. **Liquor License**

Lessees who seek to bring alcohol for consumption at their event shall obtain a One-Day Special Liquor License. The Lessee will be the holder of the liquor license is responsible to bring alcoholic beverages permitted by its Liquor License, be a responsible party with designated "manager" and comply with all licensing rules. Non-profit organizations, otherwise qualified, are eligible to receive a one-day license for all alcoholic beverages. For-profit organizations are eligible to receive a one-day license for wine and beer. One-Day Special Liquor Licenses must be obtained from the Town Manager's Office and require a separate application and a separate fee. This application must be submitted at least 30 days prior to the date of the event.

7. **Liability**

The Lessee hereby agrees to indemnify, hold harmless, defend and release the Town of Acton, its officials, employees and agents, from any and all actions, claims or liability for personal injuries or property damage arising from or incident to the Lessee's use of the property and shall present proof of public liability insurance coverage with limits of \$100,000 for injury to one person; \$1,000,000 for injury to all persons and property damage with limits not less than \$100,000. The Lessee shall be responsible to show proof of communication of this Agreement to its insurance carrier and their acceptance of same. The Lessee shall supply a Certificate of Insurance listing the Town of Acton as an additional insured prior to the date of the event.

8. **Catering Liability**

The Caterer is an independent contractor and not an employee of the Town of Acton. Any and all licenses and permits required for the catering of the event, and liabilities arising therefrom, are the responsibility of the Caterer.



9. **Outing Rules**

- Event participants shall park in the upper lot (off Quarry Rd.) until full and then use lower beach lot. No street parking is allowed.
- Children shall be supervised at all times.
- No glass containers or breakable objects of any kind are allowed.
- Alcohol is allowed subject to the One-Day Special Liquor License only, and no alcohol is permitted outside of designated picnic area.
- Dogs must be leashed at all times.
- Climbing on equipment is not allowed.
- Play at your own risk.
- All patrons must adhere to the NARA Park Beach Rules and comply with directions of lifeguards.
- Swimming is permitted only when lifeguard is on duty.
- Patrons violating these rules or displaying inappropriate behavior will be asked to leave.

10. **Personal Items**

The Town of Acton is not responsible for any personal belongings left in the Park.

11. **Outing Identification**

The Town of Acton will issue sufficient wristbands for the number of participants. A wristband will allow access to all outing events scheduled and catered service.

12. **Public Safety Detail**

The Lessee shall be responsible for contacting, making necessary arrangements, and payments to the Acton Police and Fire Departments. The Town of Acton reserves the right to specify the amount of such support needed.

13. **NARA Park Rules and Regulations**

The Lessee shall obey all Town of Acton bylaws and Park rules.

14. **Additional Tables**

Lessee must provide any additional picnic tables. Ten picnic tables are included with package.

15. **Restrooms**

Included is a portable toilet for outings in the upper field area. The bathhouse bathrooms are open during NARA Park Seasonal Operations.

16. **Field & Beach/Water Conditions**

In the case of rain or inclement weather, the Recreation Director will determine whether fields may be used. Lifeguards will close the beach and suspend swimming if they determine that conditions pose a threat to health and/or safety. This Agreement does not warrant the availability of the beach or play fields if weather conditions require their closure.

17. **Right to Revoke Permit**

The Town of Acton reserves the right to cancel any Corporate Outing Agreement, whenever, in its discretion, such cancellation is in the public interest .

18. **Extending Hours**

Activities must be completed by the stated time in this Agreement. If circumstances arise that require the hours to be changed, any such change must be authorized by the Recreation Director.

19. **Trash Removal**

The Town will be responsible for removal of trash from outing.

20. **Check-in-Check-out**

The Lessee's authorized representative must check in prior to event. During normal beach season, check-in will be at the NARA Park Bathhouse Office. During the off season, please contact Recreation Department at 978-264-9608, ext. 0. Town staff will arrive at 4:00 PM to begin cleanup.

21. **Changes in Date and Hours of Event in this Agreement**

Requests for date and hour changes are permitted up to 30 days prior to event. Change requests must be approved by the Recreation Director and Caterer and are subject to availability.

22. **Additional Requests**

The Lessee shall provide no less than seven business days advance notice to make additional requests not included in this Agreement.

23. **Catering Changes**

The Caterer reserves the right to make reasonable changes to the menu, if necessary, and substitute substantially equivalent food offerings without charge to the Lessee.

24. **Final Deadline to Report Number of Participants**

Seven business days prior to the event, the Lessee shall report the final head count to the Recreation Department Office.

25. **Event Cost**

NARA Corporate Outing Fees:

Per Person Rate	Acton Company (With Acton Address and pays Acton Taxes)	Non-Acton Company
<b><u>Old Fashioned</u></b>	\$ 13 +	\$17 +
<b><u>Texas BBQ</u></b>	\$ 13 +	\$17 +
<b><u>NE Clam Bake</u></b>	\$ 13 +	\$17 +
Total not including added requests	\$ _____	Total not including added requests \$ _____
Total added requests	\$ _____	Total added requests \$ _____
Grand Total	\$ _____	Grand Total \$ _____

I, \_\_\_\_\_ have read and fully understand the rental policies and procedures herein. I have read and fully understand the following requirements as presented to me by the Town of Acton.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Authorized representative for: \_\_\_\_\_  
(Company Name)

**Town of Acton Representative**

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Corporate Outing Catering Contract



Town of Acton  
Recreation Department  
472 Main Street  
Acton, MA 01720  
Phone: (978) 264-9608 Ext. 0  
Fax: (978) 264-9630  
Email: [recreation@acton-ma.gov](mailto:recreation@acton-ma.gov)

## NARA Park Corporate Catering Contract

Caterer: \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
Catering Contact: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Time of Event: \_\_\_\_\_ Set-Up Time: \_\_\_\_\_  
Location of event: \_\_\_\_\_

### 1. NARA Corporate Outings Package Includes:

The Town of Acton Recreation Department will provide a picnic tent, picnic tables (10) and make available beach access & swimming (May 22—Aug. 26), soccer field, softball field, volleyball, badminton, Frisbee, trash removal, portable toilet, portable stage if requested and available. Food catering and associated tableware and utensils will be provided by Caterer.

### 2. Serving Time

Food will be served from 12:00-1:00 PM unless arrangements are made prior to event for an alternative time. Soft drinks and water are provided from 11:00 AM until 2:30 PM.

### 3. Cancellation

If a company cancels an outing reservation with less than 30 (thirty) days advance notice, no refund will be issued. Refunds are not issued on account of cancellations due to weather conditions, but in such event, an outing can be rescheduled with no penalty as approved by the Recreation Director.

### 4. Payment

Three checks will be requested from outing company as noted and final balance is due 30 days prior to event with final headcount due seven business days prior to event. Payment may be made in the form of check, money order, bank check or cash. If using MasterCard® or VISA®, a fee of 3% will be added to total.

- 1) Reservation Deposit in the amount of \$500 at time of booking.
- 2) Balance due 30 days prior to event.
- 3) Any additions to headcount are due seven business days prior to event.

12. **Non Discrimination Provision/Disability Discrimination Provision**  
Prohibition against discrimination on various grounds such as sex, race, creed, color, religion, age, national origin, political affiliation or activity, disability, sexual orientation, or union activity.
13. **Personal Items**  
The Town of Acton is not responsible for any personal belongings or property of the Caterer left in the Park after the conclusion of the event.
14. **Outing Identification**  
The Town of Acton will issue outing wristbands for paid participants. A wristband will allow access to all outing events scheduled and the catered food service.
15. **NARA Park Rules and Regulations**  
The Lessee is specifically charged with the responsibility to obey all Town of Acton ordinances and Park rules.
16. **Field Irrigation**  
To protect the irrigation system, Caterer is not permitted to drive any vehicles on any fields or Amphitheater grassed area. Caterer is not permitted to place any stakes in the ground. If stakes are needed for Caterer's setup, a Town of Acton employee must be onsite and give authorization. Caterer must bring vehicle via paved path outside field perimeter to outing area. Details will be provided by the Town of Acton.
17. **Water Supply**  
There is no running water available and Caterer must provide potable water per Board of Health Rules and Regulations.
18. **Right to Revoke Contract**  
The Town of Acton reserves the right to cancel any Catering Contract, whenever, in its discretion, such cancellation is in the public interest, by giving written notice of such cancellation. Caterer must provide proof of expenses for reimbursement if less than seven business days prior to event.
19. **Trash Removal**  
The Town will be responsible for removal of trash from the event. The Caterer's trash must be placed in trash bags ready for pickup.
20. **Check-in-Check-out**  
The authorized caterer must check-in prior to event at the bathhouse office. During normal beach season, check-in will be at the NARA Park Bathhouse Office, off season, please contact Recreation Dept. at 978-264-9608 ext. 0. Grounds staff will arrive at 4:00 PM to begin cleanup.

21. **Changes in Time/Date of Contract**

No changes are permitted once balance is paid in full unless mutually agreeable between Recreation Department and caterer.

22. **Additional Requests**

The event applicant must give no less than seven business days advance notice for additional requests not included in its agreement.

23. **Catering Changes**

The Caterer reserves the right to make reasonable changes to the menu, if necessary, and substitute substantially equivalent food offerings without additional charge to the Lessee.

24. **Payment to Caterer**

As agreed, the Town of Acton will pay the Caterer \$ \_\_\_\_\_ per person for menu choice # \_\_\_\_\_. Caterer must submit invoice within one week following to the Town of Acton, Recreation Department, 472 Main Street, Acton, MA 01720. Please allow up to three weeks for payment.

25. **Menu Choices**

The event applicant may make a choice of one of three different catering options, each with a different cost per person. The Caterer will supply fee for each selection choice listed below.

**#1 Old Fashioned:** Hamburgers, Hot Dogs, Chicken, Veggie Burgers, Potato Salad, Pasta Salad, Corn on the Cob, Watermelon, Cookies, Soft Drinks and Water

**#2 Texas BBQ:** Ribs, Pulled Pork, Chicken, Burgers, Hot Dogs, Veggie Burgers, Baked Beans, Potato Salad, Garden Salad, Corn on the Cob, Watermelon, Cookies, Soft Drinks, and Water

**#3 Clambake:** Lobster, Steamed Clams, Chicken, Veggie Burgers, Potato Salad, Garden Salad, Corn on the Cob, Watermelon, Cookies, Soft Drinks and Water

I, \_\_\_\_\_ have read and fully understand the catering contract presented and all policies and procedures.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Authorized representative for: \_\_\_\_\_  
(Catering Company)

**Town of Acton Representative**

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_





**TOWN OF ACTON  
CORPORATE OUTINGS  
OUTING QUOTATION  
NARA PARK**



**Company Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Authorized Representative:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Co. Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**#1 Choice Date of Outing:** \_\_\_\_\_ **Time Requested #1:** \_\_\_\_\_

**#2 Choice Date of Outing:** \_\_\_\_\_ **Time Requested #2:** \_\_\_\_\_

**How many attendees?** \_\_\_\_\_

**Any special accommodation needs?** ☐ Yes ☐ No

*If yes, please detail:* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Outing package includes:** Tent with 10 picnic tables, catered food with soft drinks, paper goods, softball field, soccer field, volleyball, beach & swimming (May 22-Aug.26, 2009), Frisbee, badminton, portable toilets, trash removal. Portable stage if available.

Please note other items you may be seeking: \_\_\_\_\_

**What would you be interested in? These are sample menus.**

☐ Clambake

**NE Clam Bake\***  
Lobster, Steamed Clams, Chicken,  
Veggie Burgers, Potato Salad, Garden  
Salad, Corn on the Cob, Watermelon,  
Cookies,  
Soft Drinks

☐ Texas BBQ

**Texas BBQ\***  
Ribs, Pulled Pork, Chicken, Burgers,  
hot dogs, Veggie Burgers, Baked  
Beans, Potato Salad, Garden Salad,  
Corn on the Cob, Watermelon,  
Cookies,  
Soft Drinks

☐ Old Fashioned

**Old Fashioned\***  
Hamburgers, Hot Dogs, Chicken,  
Veggie Burgers, Potato Salad, Pasta  
Salad, Corn on the Cob, Watermelon,  
Cookies,  
Soft Drinks

**Do you plan to bring alcohol to your event?** ☐ Yes ☐ No

If corporate applicant holds liquor license, applicant must bring alcohol, be responsible party with designated "manager" and comply with all licensing rules. A one day liquor license must be obtained by the Board of Selectmen.

**For office use:** Date received: \_\_\_\_\_ **Staff:** ☐ CF ☐ MH ☐ CG

Applicant Contacted on: \_\_\_\_\_ By \_\_\_\_\_

Via: Phone \_\_\_\_\_ Email \_\_\_\_\_ In Person \_\_\_\_\_ Fax \_\_\_\_\_

Release Date: \_\_\_\_\_ **Quoted Price:** \_\_\_\_\_

(A0079335.1 0222)



## Old Fashioned\*

Hamburgers, Hot Dogs, Chicken,  
Veggie Burgers, Potato Salad,  
Pasta Salad, Corn on the Cob,  
Watermelon, Cookies, Soft  
Drinks, Water

## NE Clam Bake\*

Lobster, Steamed Clams,  
Chicken, Veggie Burgers, Potato  
Salad, Garden Salad, Corn on the  
Cob, Watermelon, Cookies, Soft  
Drinks, Water

## Texas BBQ!\*

Ribs, Pulled Pork, Chicken,  
Burgers Hot Dogs, Veggie  
Burgers, Cowboy Baked Beans,  
Potato Salad, Corn on the Cob,  
Watermelon, Cookies, Soft Drinks  
and Water

All outings include:

- Tent
- Catering
- Swimming
- Softball field
- Soccer field
- Volleyball
- Badminton
- Frisbee

**Outing Hours: 10AM-4PM**

**Catering Time: 12:00-1:00PM**

Not included but available as an  
option, amphitheater

*\*Menus are samples and are  
subject to change*

Acton Recreation Department  
472 Main Street  
Acton, MA 01720

[CUSTOMER NAME]  
[STREET ADDRESS]  
[ADDRESS 2]  
[CITY, ST, ZIP CODE]



## NARA Park

25 Ledge Rock Way  
Acton, MA 01720

*Celebrating 10 Years!*  
**1999-2009**

## Corporate Outings

Town of Acton  
472 Main Street  
Acton, MA 01720  
Phone: (978) 264-9608  
Park Office (seasonal)  
(978) 263-5519

Fax: (978) 264-9630

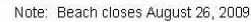
Email: [recreation@acton-ma.gov](mailto:recreation@acton-ma.gov)  
Web site: [www.acton-ma.gov](http://www.acton-ma.gov)

### Contact

Cathy Fochtman, Recreation Director  
Maura Haberman, Events Coordinator



NARA Park is the “classic” spot for a company picnic. NARA’s action-packed premier recreation, sports and picnic facility is one of the top places in the MetroWest Boston area to host a corporate outing. Why travel or experience the hassles of large crowds? Enjoy team building with good old time softball games, volleyball, kickball, swimming, good food and fun! If you want to entertain your group even more, we have a 3,000 seat lawn amphitheater or a portable stage that we can bring to your area. Last year NARA Park hosted many new companies from all around the Boston area. Don’t miss out on your opportunity to lock into a date for the 2009 season. Contact us today!



# Book Now